

## RESOURCES SELECT COMMITTEES

### TERMS OF REFERENCE 2017/18

**Title:** Resources Select Committee

**Status:** Select Committee

1. To undertake overview and scrutiny, utilising appropriate methods and techniques, of services and functions of the Resources Directorate;
2. To consider any matter referred to the Select Committee by the Overview and Scrutiny Committee;
3. To undertake quarterly performance monitoring in relation to the services and functions of the Resources Directorate, though review of progress against adopted key performance indicators and other appropriate measures;
4. To identify any matters within the services and functions of the Resources Directorate requiring in-depth scrutiny, for referral to the Overview and Scrutiny Committee;
5. To establish working groups as necessary to undertake any activity within these terms of reference;
6. To respond to applicable consultations as appropriate;

#### **Finance**

7. To consider the draft directorate budgets for each year, and to evaluate and rank proposals for enhancing or reducing services where necessary, whilst ensuring consistency between policy objectives and financial demands;
8. To review key areas of income and expenditure for each directorate on a quarterly basis throughout the year;

#### **Information and Communications Technology**

9. To monitor and review progress on the implementation of all major ICT systems;

#### **Value For Money**

10. To consider the Council's comparative value for money 'performance', and to recommend as required to the Finance and Performance Management Cabinet Committee, in respect of areas where further detailed investigation may be required;

## **Human Resources**

11. To monitor and review areas of concern or significance that comes under Human Resources.

## **Transformation Programme**

12. To fully evaluate and establish:
  - a) A clear statement as to the objectives of the programme;
  - b) A clear understanding as to the scope of the programme;
  - c) A clear understanding as to the budget and financial implications of the programme;
  - d) To document proposals for the ongoing scrutiny required to ensure that the programme continues to be:
    - Meeting the programme objectives;
    - Focused on the identified scope;
    - On schedule; and
    - Within budget

**Chairman: Cllr Patel**